

Princeton Cultural Council Meeting
August 16, 2023
Princeton Public Library (outside if nice weather)

Meeting called to order at 4:34 PM.

In attendance: Corry Root, Bonnie Hirsh, Carla Royak-Volturo, Jennifer Kimball Vuona, Joya Mutti, and Lesley Mozola (via Facetime).

1. Corry moved to confirm the following roles: Chair (Corry Root), Secretary (Jennifer Kimball Vuona), Admin (Lesley Mozola), Treasurer (Bonnie Hirsh), Publicity (Joya Mutti), Member (Carla Royak-Volturo).
Votes: All in favor (Unanimous yes).
2. The PCC discussed that [FY24 LCC Program guidelines](#) are now available. Changes and updates to the FY24 guidelines include:
 - To help cover rising costs, we strongly encourage grants of at least \$250 to grantees.
 - LCCs now have the option of funding for-profit entities that propose projects that provide public benefit. LCCs continue to have the option to limit or prioritize the applicants they fund using their local guidelines.
 - Clarified that “public entities” include Tribal, Federal, State, and Municipal government entities.
 - Clarified that sole proprietors are considered individuals and are eligible.
 - Specified that advancing diversity, equity, inclusion, and access is part of evaluating public benefit, and updated the public benefit question in application accordingly.
 - Webinar available: [Register Now](#).
3. The PCC discussed important grant cycle dates:
 - August 31, 2023: Deadline to update your local guidelines and priorities
 - September 1, 2023: LCC online application opens
 - October 17, 2023: LCC application deadline
 - October 17, 2023: Deadline to complete first and second section of your Financial Report
 - January 17, 2024: Deadline to complete your Annual Report by submitting your Grant Decisions Report
 - Webinar available: [Register Now](#).
4. Corry moved to confirm the following guidelines and priorities for FY24:
 - The PCC requires online applications.
 - The PCC participates in the Direct Grant Program.
 - The PCC requires that a performer/artist applicant have a local sponsor or venue. Examples include the library, the Thomas Prince School, the Princeton Arts Society, Wachusett Meadow Wildlife Sanctuary, the Congregational Church, the Historical Society, or a community organization. You may invite members of any of these organizations and the PCC to attend one of your

events. Applicants who do not live in Princeton must include a letter of support from a local sponsor or venue with the application.

- The PCC encourages applicants to submit supporting materials, e.g., brochures, tapes, flyers, etc.
- Include a detailed publicity plan for the proposed activity. Credit for PCC and MCC funding must be evident at the event and in all publicity related to the event. PCC Grant Recipients must honor the Mass Cultural Council Credit and Publicity Requirements.
- Provide a completed and balanced budget for the proposed activity.
- Although the PCC occasionally funds projects outside of Princeton, our primary focus is to fund activities that serve the local community and improve the cultural offerings for residents of Princeton.
- If an applicant leaves a role that we award the direct grant to, they must appoint a new designee to carry out the responsibilities of the grant award and inform the PCC promptly.

Votes: All in favor (Unanimous yes).

5. Corry moved to confirm the direct grant payment method.

Votes: All in favor (Unanimous yes).

6. Corry shared the following reminder: As special municipal employees, LCC members are required to complete the [Conflict of Interest Law Online Training program](#). All state, county, and municipal employees are required by law to complete online training on the conflict of interest law every two years.
7. The PCC discussed the [Central MA Arts & Culture Asset Mapping](#).
8. Corry shared the reminder that the TPS Outdoor Spaces Tour is Friday, September 8th at 3:30 PM.
9. Bonnie shared our current budget information. We have the option to brainstorm an event with 20% of funding for this FY24 cycle.
10. Corry agreed to give publicity topics and timelines to Joya.

Meeting adjourned at 5:15 PM.